

<b>Course title</b> Praktyka zawodowa / Professional traineeship		<b>ECTS code</b> 13.3.1013	
<b>Name of unit administrating study</b> Faculty of Chemistry			
<b>Studies</b>			
<b>Field of study</b>	<b>Type</b>	<b>Form</b>	
Chemistry	Masters	Full-time studies	
<b>Teaching staff</b> Associate professor, DSc Aleksandra Dąbrowska			
<b>Forms of classes, the realization and number of hours</b>		<b>ECTS credits</b> 4	
<b>A. Forms of classes, in accordance with the UG Rector’s regulations</b> professional practice, internships		classes - 75 h tutorial classes – 5 h student’s own work – 20 h	
<b>B. The realization of activities</b> activities outside of didactic rooms		Total: 100 h - 4 ECTS	
<b>C. Number of hours</b> 75 h of internships			
<b>The academic cycle</b> 2020/21 summer semester			
<b>Type of course</b> obligatory		<b>Language of instruction</b> Polish	
<b>Teaching methods</b> - introduction of places, job types and documents of respective institution - observation of institution functioning; - execution of instructed tasks individually or in a group - analysis and improvement of practice programme in consultation with attendant; - an individual homework ( - preparing of practice documentation		<b>Form and method of assessment and basic criteria for evaluation or examination requirements</b>	
		<b>A. Final evaluation, in accordance with the UG study regulations</b> course completion (with a grade)	
		<b>B. Assessment methods for chemistry course students</b> - realization of proper amount of hours (120 h) of the practice according to the programme - a positive evaluation from practice supervisor from the institution - preparation of a practice log book and a report	
		<b>C. The basic criteria for evaluation</b> or exam requirements Consistent with Statute of the Studies on	
<b>Required courses and introductory requirements</b> 1. Preparation of respective practice documentation and fulfilment of its formal demands. 2. Insurance 3. Passing of specialization classes which are substantively connected with the content of practice programme, indicating possession of basic chemical knowledge and respective skills in analysing and interpretation of natural phenomena in practical use.			
<b>Aims of education</b> 1.Career Development provides students with a broad overview of the world of work as introduced by self- or career awareness. 2. Students will be introduced to skills, values, and attitudes which apply to building self- or career awareness and career explorations. 3. The program introduces common school-to-work opportunities that should be considered when making career-related decisions, such as deciding which curriculum programs and courses to choose in order to match current occupational trends. 4. Career development education provides students with workplace readiness skills necessary for a successful transition to post-secondary education or work and desire for life-long learning in a global society.			

### Course contents

- Introduction of activity range of respective institution and organization of executed tasks in regard to knowledge and skills connected to science
- Law conditioning and OSH and fire precaution rules as basic legal framework of the job
- Constant improvement of knowledge and professional qualifications as a condition of finding oneself on a job market
- Responsibility for own work and work of teammates and functions taken for task realization - as a leader or part of the team

### Bibliography of literature

#### A. Literature required to pass the course

Legal basis of internships

Regulations, organization and goals of apprenticeships

Professional practice program for engineering studies

#### B. Extracurricular readings

### Knowledge

- identify rules and basic problems of institution functioning (work establishment, company, enterprise) in which they realize the practice
- recognize the impact of closer and further environment on institution (enterprise) functioning in which they realize the practice
- possess deep knowledge about rules, procedures and ideal behaviour connected to chosen range of activity
- possess basic knowledge about OSH in institutions related to chosen range of cultural, administration or business activity

### Skills

- can find, pick and use available sources and information needed to realization of tasks in institutions related to chosen range of cultural, administration or business activity; both in Polish and English and with new technology
- in consultation with attendant plan and realize typical projects related to chosen range of cultural, administration or business activity
- can pick a proper strategy of realising practical activities related to chosen range of cultural, administration or business activity
- possess skills in the field of evaluation of services related to chosen range of cultural, administration or business activity
- can employ legal rules directly related to their position in the institution related to chosen range of cultural, administration or business activity

### Social competence

The Career practical course is a unique educational experience and offers specific goals relative to student achievement as follows:

- provides the student with relevant information about the intended career field;
- acquaints the student with the physical, technical, academic, and environmental requirements of a potential new position;
- allows the student to plan an academic program which will expand his or her learning and career options;
- develops the student's writing and communication skills. It is expected that writing development, utilizing professional writing standards and expectations, will be integral to a student's evaluation. .